

MINUTES

Eldora Public Library Board of Trustees

January 31, 2023

PRESENT: Jerry Trittien, Kristin Gehrke, Emily Stoullil, Joan Grothoff, Mary Swartz, Joe Herring, Betsy Kuecker. NOT PRESENT: Rex Lawler.

MINUTES were amended to clarify discussion surrounding the assistant librarian position. Mary moved. Joe seconded. Bills were approved.

Director's Report

- 1,686 total for circulation in January. Six new library cards.
- Book club had 10 members present with good discussion.
- Lego and Bee Bot are growing. 16 last Wednesday.
- Board game club has 3-4 members.
- Blind date with a book is going well.
- After a successful origami class with 5, Joan may add more adult craft days in the future.
- Community room was booked 15 times in January, including meetings, birthday parties, probation officer.
- Valentine guessing jar with candy is open until Feb. 15.
- Joan will attend several webinars about adult and child programming.
- Library will be closed Feb. 20 for President's Day.

Old Business

- Budget meeting went better than expected. Some money was returned to the budget.
- New book rack arrived January 30. Catie and Joan assembled it.
- After review, Joan does not recommend Hoopla for our library at this time.
- There have been some issues with unsupervised children after school. Joan is looking at other library expectation policies for after school time. Something will be implemented and communicated with the board.

New Business

- Joan recommends combining the assistant director and children's librarian as one position. The full-time position that offers benefits will appeal toward someone who can add value to that position. Joan will bring some job descriptions to the next meeting.
- City department heads were asked to provide evaluations for Aaron Budweg. Joan was honest with her feedback and experience with him.
- Joan completed the Hardin County Endowment grant for early review. She requested partial funding for a solar bench for charging devices.
- Baker and Taylor suggested Joan look at Dollar General grants to fund some book purchases. She tried several years and did not receive the grant, but feels more confident with support.

- \$1,000 was given in memory of Arvin Haywood. Joan would like to buy a DVD/VHS converter.
- Summer Reading will kick off with a Renaissance festival in the parking lot. Tuesday, June 7 is the date. Joan wants to host a meal.
- Joan is reading to 9 classes on Feb. 1 for World Read Aloud Day.

Next meeting: Tuesday, February 21 at 5 p.m.

Submitted by Betsy Kuecker

MINUTES
Eldora Public Library Board of
Trustees February 21, 2023

PRESENT: Jerry Trittlen, Emily Stoullil, Betsy Kuecker, Kristin Gehrke, Mary Swartz, Joe Herring, Joan Grothoff

MINUTES were approved. Bills were approved Director's Report

- Four kids correctly guessed the number of valentine candies in the jar. Theodore Garrison won in a draw off.
- Twenty people read a book with the Blind date. Drawing for prizes will be on February 28th.
- Joan attended a webinar about adult programs for summer. Many good ideas from the webinar.
 - Catie had parents sign a rule sheet for Wednesday programs. This will help keep the kids in order.
- Friends of the Library gave \$3,000 for the summer reading program.
- Joan read to 9 different classrooms for World Read Aloud day.
- Library has 43 new library cards from late fall until now!
- Kevin Wood, from Illinois, will present a program on Abraham Lincoln: A new Birth of Freedom on March 7th.
- Sheila Craig will present "Remembering the Apron" on March 28th.
- Historian, Kathy Wilson will present "He had a Dream: Mark Twain" on March 29.
- Library will have activities during Spring break.
- Joan will be on vacation from March 12-19. Catie will help more in Joan's absence.

Old Business o Job description sheets were handed out for the position of Assistant Director/Youth Services Coordinator and for the position of Youth Service Assistant. Next month the Library will vote whether to approve these policies .

- A new "Unattended Children's Policy" was approved by the library board.
- Library has applied for a Hardin County Endowment grant. The grant is is \$3,300 for a Solar Bench.

New Business

- Library has purchased a new vacuum from SAMS. The motor went bad on the old vacuum.
- Sunday Register got stolen one Sunday morning.
- Friends of Library is having a t-shirt fundraiser. Friend will make a \$7 profit on each shirt. Profits will go to the Dolly Pardon Imagination program.
- Lucas, a Life Skills student, has been helping in the library for one hour a week. Lucas is a senior and will graduate this Spring from high school.
- Eldora library is sharing their Memorial day story walk at Pine Lake with Ackley library. Ackley will display the story walk in June during Sauerkraut Days.
- Additional cuts to the library budget are a possibility according to the City Council.

Next Meeting: March 28, 2023

Submitted by Rex Lawler

Minutes of Eldora Public Library Board of Trustees-March 28, 2023

Present: Joan Grothoff, Kristin Gehrke, Jerry Trittlen, Emily Stoullil, Mary Swartz

There were no Public Comments. Minutes and Bills were approved.

Old Business: Friends T-Shirts are available. One style was slightly changed.

Life Skills student is working out well.

The City Council cut our budget \$2600 due to the Legislature fixing a prop tax error.

Our HCCEF grant for a solar bench was denied.

Joan has sent a letter to Church Women United asking for a donation.

Kristin is working on a grant from Thrivent for food for our Summer Reading kickoff.

Joan discussed after school programs and kids not being picked up on time.

New Business:Joan has subscribed to the Hoopla digital service with \$2000 in the account.

Each library card can check out 5 items a month. The cost will be split with

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The Friends if they agree.

The HCLA decided at their meeting to consider changing the formula used

To divide the County appropriation.

The Board reviewed and approved updated job descriptions for Assistant
Director and Youth Services Coordinator

Joan has upcoming jury duty. Hours may need to be adjusted if necessary.

There will be a Story Walk for the Pine Lake Festival but no special programs.

Early street work may cause additional parking problems.

Director's Report: Kevin Woods Abraham Lincoln program had 91 present. Many home-schoolers

Were in attendance. They used the Community Room for lunch. Parking was a
Problem as usual.

It was a busy Spring Break with over 400 on the door count.

There were 12 people for craft day, 22 for slime day, 23 hunted Leprechauns,
And 20 took take and make kits.

Sheila Craig had a remembering the apron program with 19 attending on the 28th.

Joan is preparing for National Library Week April 23-29. There will be refreshments.

There are no speakers lined up for April as of yet.

**Eldora Public Library Board of
Directors Meeting
Tuesday, April 25, 2023 - 5 p.m.**

In attendance: Mary Swartz, Emily Stoullil, Joan Grothoff, Jerry Trittien, Joe Herring, Betsy Kuecker,
Bob Alpers.

Mary moved to approve the minutes. Joe seconded.

Old Business

- Joan received \$1,000 from Church Women United. This will be added to the Friends account for youth programming.
- Hoopla is in the words. Friends sponsored this with \$1,000, and the library budget will fund the other \$1,000. New Providence will be included, but not other local areas.
- Joan will be serving jury duty.
- After school and parking issues are solid for the time being.
- Joan will work with Kristin to secure a Thrivent grant to fund the food for the summer reading kickoff.

New Business

- Susan officially submitted her resignation. Her last day will be August 17, 2023.
- Joan will advertise the assistant librarian position in the newspaper, Facebook and on the state's Library Talk site.
- Joan also learned she can add Imagination Library for New Providence residents.
- Joan suggests moving our Saturday hours to 9 a.m. to 12 p.m.
- ISU Extension is presenting about inexpensive children's programming at the Conrad Library, 10-12 p.m. this Thursday.
- Joan will attend a library's directors round table on May 10.

Director's Report

- April has brought 8 new library cards. There were more than 1,200 check outs.
- Chandra Kyte from city hall resigned. Joyce Lawler and Wendy Bradley are filling in until a replacement is hired.
- Greenbelt Bank donated children's award winning books for the year.
- The library open house will be tomorrow, April 26, from 9 a.m.-1 p.m.
- Emily's Papercrafts will also be here at 10 a.m.
- Emily Herring will present about backyard birds this Friday, April 28 at 10:30 a.m.

- Catie will read at the Eldora Children's Center a few times each month.
- The library also received some games and kits to borrow from the state library. These will be used for the after school program.
- May will kick off summer reading. Elementary classes will visit the library, and library staff will go to Good Shepherd.
- The last day of school is Tuesday, May 23, and summer reading will start the Tuesday after Memorial Day.
- Summer reading will include five programs. Story Walk will be at Pine Lake the week of Memorial Day.
- More inexpensive programs and visit may also be included.
- Catie may work some more hours during summer reading, as the budget allows.

The next meeting will be Tuesday, May 30 at 5 p.m.